



National Aeronautics and
Space Administration
Goddard Space Flight Center

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ANNOUNCEMENT

SUBJECT:

CALL FOR APPLICATIONS 2005 STUDY FELLOWSHIP PROGRAM (SFP)

APPLICATIONS DUE: OCTOBER 22, 2004

Because of the complex and changing requirements of the Center's and Agency's missions in engineering, science, and administration, the Center recognizes the need to provide the opportunity for full-time education, where necessary, to develop and maintain the diverse expertise required to accomplish the mission. Goddard's Study Fellowship Program, formerly part of the Research and Study Fellowship Program (RSFP), was created to provide an opportunity for a limited number of employees to enhance their professional skills through full-time doctoral-level study.

The study fellowship program is designed for full-time academic study (coursework and/or dissertation) at the doctoral level. Those civil servants on a permanent, term, or NASA Excepted Employee (NEX) appointment at the GS-11 level or above are eligible. Applicants must have worked in this capacity at NASA for at least one year prior to the beginning of the fellowship. Study Fellowships may begin in the spring, summer or fall of 2005. Proposed fellowship duration is not to exceed one year. Applicants may not be enrolled simultaneously in any other Center-funded academic or development program.

Study Fellows are eligible for reimbursement of local travel related to coursework. No travel except for local travel will be covered by the program. Participants in the program can charge their time to a Center-wide training charge number.

Potential applicants are encouraged to discuss their interest in this opportunity with their supervisors. Supervisors, together with their employees, should assure that the development obtained through the intended course of study is consistent with the overall plans for their employees' professional development and with the future mission needs of the Center and the Agency. A phasing plan, including re-entry specifics once the fellowship is completed, must be included in the application.

Selection of new fellows will be based largely on the strength of the application and a panel interview. Submission of an application to the program does not guarantee acceptance.

PLEASE POST AND CIRCULATE THIS ANNOUNCEMENT

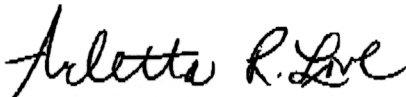
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If you are interested in additional information, please visit the Study Fellowship Program website at: <http://ohr.gsfc.nasa.gov/DevGuide/DevPrograms/sfp.htm>. Completed applications must be routed through the appropriate Director of, and should be accompanied by a letter of endorsement signed by the Director of and submitted to the Career Development & Employee Worklife Office, Code 114, to Qiuna Harris, no later than C.O.B. October 22, 2004.

Questions regarding SFP may be addressed to Laura Cochran at 301-286-5166 or by email at Laura.A.Cochran@nasa.gov or to Qiuna Harris at 301-286-3061 or by email at Qiuna.T.Harris.1@gsfc.nasa.gov.



Arletta Love

Chief, Career Development & Employee Worklife Office

Encl. (2)

**OUTLINE OF EMPLOYEE APPLICATION
FOR A STUDY FELLOWSHIP**

TO: 114/Career Development & Employee Worklife Office

THRU: Branch Head, Division Chief, and Director of

FROM: Code/Name of Applicant

SUBJECT: Study Fellowship Proposal

1. Name, title and grade
2. Resume of educational background:
 - a. Names of colleges or universities, dates attended, and major subject and degrees. Transcripts of previous academic work must be attached to applications of all candidates for doctoral studies.
 - b. Awards and Academic Honors
3. Professional Activities
4. Description of present duties and responsibilities (200 words or less).
5. In a statement of 500 – 700 words, outline the nature of the proposed study. Include the name and location of the proposed university or college, the specific objectives to be achieved; and the desired time schedule (including starting and completion dates for your program and when you will and will not be working on-site at Goddard). In addition, relate the proposed program's value to your career objectives, your organization and to the NASA mission. Identify the impact if you are not accepted for Study Fellowship.
6. Include proof of acceptance to the proposed university or college.
7. List (or submit) publication, reports, or other appropriate material.
8. Complete the Fellowship Phasing Plan.
9. Attach letter of endorsement signed by Director of.

**Study Fellowship Program
Phasing Plan**

All costs will need to be identified with the fiscal year in which they are received or, in the case of tuition, in the fiscal year that the semester begins. Although the Office of Human Resources has training funds set aside for use in this program, please be judicious in completing this section.

Study Fellowship

(Note: if start date is later than Spring 2005, revise the schedule below to reflect appropriate semesters)

Tuition, Fees, and Books

Spring 2005 Begin Date _____ Estimated Cost: _____
Spring Semester Plan (Identify what you plan to accomplish):

Spring local travel costs anticipated: _____

Summer 2005 Begin Date _____ Estimated Cost: _____
Summer Semester Plan:

Summer local travel costs anticipated: _____

Fall 2005 Begin Date _____ Estimated Cost: _____
Fall Semester Plan:

Fall local travel costs anticipated: _____

Total Estimated Cost for Tuition, Books, Fees: _____
Total Estimated Cost for Local Travel: _____
Total Estimated Cost for Program Participant: _____

Plan for re-entry (Identify which organization applicant will be working for and in what capacity):

Signature of Applicant: _____ Signature of Supervisor: _____